

Date: [Insert Date]

To: [Recipient Name]

Address: [Recipient Address]

Account Number: [Insert Account Number]

Subject: Notice of Escrow Account Activation

Dear [Recipient Name],

This letter serves as formal notification that your escrow account associated with [Property Address/Contract Reference] has been successfully activated, effective [Activation Date].

The account has been established to manage the following funds:

- Property Taxes
- Homeowners Insurance
- [Other specify, if applicable]

Account Details:

- **Escrow Agent:** [Name of Institution]
- **Initial Deposit:** \$[Amount]
- **Monthly Escrow Payment:** \$[Amount]

Your monthly mortgage statement will now reflect the combined total of your principal, interest, and the escrow payment listed above. We will manage the disbursement of payments to the appropriate tax authorities and insurance providers on your behalf as they become due.

Please keep this notice for your records. If you have any questions regarding your escrow analysis or account balance, please contact our customer service department at [Phone Number] or [Email Address].

Sincerely,

[Sender Name]

[Title]

[Company Name]